

## **Literacy Volunteers of Sullivan County**

### **LVSC Board Meeting Minutes**

April 12, 2016

Members present: Dawn Ryder, Jill Atkins, Gaye Donofrio, Debra Gabriel, Lillian Tighe, Marc Mendelsohn, Angela Dutcher, Barbara Kaufer, Jane Sorensen,  
Members absent: Leo Glass, Vivian Ginsberg, Patricia Deagle, Margaret Hotchkin, Ginnie Connell

Acceptance of Minutes: Dawn was not listed as an absent member. The minutes will be amended.  
Marc/Gaye

#### **REPORTS:**

##### **Treasurer:**

Monthly expenses were higher due to the payment of GED tutors. Travel expenses were also higher as Angela had to travel for training throughout the month. Approved: Marc/Gaye

##### **Bookstore:**

The bookstore continues to do well.

#### **COMMITTEES:**

##### **Bagel Festival:**

Dawn mentioned how well her and Margaret did with the children's books at last year's festival. We are signed up for the festival on 8/14 9am – 4pm. Jane has children's books to donate. Angela mentioned we can always use children's books because we do donate extras to WIC. Jill, Jane & Gaye will join the committee. Jane recommended getting a new banner or table cloth for the table.

##### **Bank Tag:**

Bank tags were sold at First Niagara in Liberty. Chase in Monticello will offer them shortly. Jane will contact Catskill Hudson Bank in Rock Hill.

##### **Board Development/Nominating:**

Jane will contact Gary Siegel to see if he would be interested. Marc mentioned he had spoken to Mary Allison Farley. He will reach out and invite her to the next board meeting.

##### **By-Laws:**

The by-laws will be voted on in May. Angela will send out the new copy again.

##### **Energy:**

Documents should be here on Monday. Biddable documents will be available. The appraisal came back at \$567,000.00. The consent to mortgage should come in a week. Closing should be in May with work starting in June.

Angela would like to hire a project manager for a reasonable rate. Marc will talk to Steve Hillriegel for recommendations. The total workload would be about 20 hours.

The board voted on the resolution to move \$1200 from contingency to administrative items. Jane/Barbara, motion carried.

**Finance:**

The budget for next year will be available for next month. Marc did research on our investments. Our CDs with Catskill Hudson pay 0.7% if we move to Sawyer Bank in Ulster County they pay 1.5%. There is a money market available at Silvergate with 1.11% interest paid. Angela raised concerns that the bookstore needs to have access to a branch due to cash deposits. The board decided the president and treasurer should be on hand to make the decision to switch banks.

**Student-Tutor Recognition Dinner:**

The dinner will be 6/5 1-4pm. The committee will meet to go over the invitations, speakers, etc. Angela would like to get a plaque for Diane Rumsfield who does a lot for the Past Perfect Bookstore. The board agreed. Gaye will run the kitchen the day of the dinner. Rolling V will have pickups at the Liberty library, Route 42 in Monticello, Wal-Mart and the SC Dramatic Workshop in Fallsburg.

**DIRECTOR'S REPORT:**

Tutor training recruitment had a great response. We had 12 people come and had to wait list some interested people.

A Day of Giving is 5/18/16. Our website will contain the link to theirs where there are volunteer recruitment and donation links.

Angela has been focusing on digital marketing including Facebook and Twitter. Facebook advertising has been incredibly successful; we have gotten 200 new likes.

Angela suggested scaling back advertising at WVOS/WSUL. We can underwrite the WJFF Spanglish program for \$500/year.

Marc suggested a \$1,000 limit for Angela's discretion in spending as Executive Director as long as the item does not exceed the line item for the budget. Marc/Gaye, motion carried.

SC Workforce Development was sent a request for proposal to contract for a GED program. Our certified tutors have agreed to continue to teach the program. Within a week we should have a response. We are also looking into offering a financial literacy program.

**NEW BUSINESS:**

Tim from Roundout Consulting spoke regarding the collaboration of the consortium. Tim worked with Orange County for their merger. The consortium will be about shared services and consolidation initiatives. NYS Funding will go through the consortium. There is a meeting tomorrow (4/13) of consortium members. Tim will meet with all board members and employees.

There will be a 6/1 retreat at the Omega Institute that Angela is requesting two board members attend with her. Marc and Debra volunteered to attend the retreat. The process will involve figuring out the challenges facing each separate member of the consortium and how the others can assist. For example, tutor trainers can be shared and tutor training can be combined.

Marc pointed out the benefits are sharing our best practices and not competing with each other while his concern is that there cannot be a one size fits all solution for four very different counties.

There will be an oversight committee for the consortium consisting of board members from each board.

The Dyson Foundation has given a grant to research the feasibility of the consortium and will hopefully help in the future as well.

Marc mentioned that we have had issues with a quorum over the past couple of meetings. He suggested maybe meetings should be every other month. Other board members expressed their concerns with such infrequent meetings. Angela mentioned the Executive Director transition may have been an issue and recommended a board retreat.

Meeting Adjourned: Marc/Jill